

# **2010 NOT-FOR-PROFIT CORPORATION ANNUAL REPORT**

DOCUMENT# N44478

**FILED**  
**Jun 13, 2010**  
**Secretary of State**

**Entity Name:** SECRETARIAL SERVICE, INC.

**Current Principal Place of Business:**

943-A SW 87 AVE  
MIAMI, FL 33174 US

**New Principal Place of Business:**

2711 S. W. 118 COURT  
MIAMI, FL 33175 US

**Current Mailing Address:**

POST OFFICE BOX 831417  
MIAMI, FL 33283 US

**New Mailing Address:**

**FEI Number:** 65-0275308      **FEI Number Applied For ( )**      **FEI Number Not Applicable ( )**      **Certificate of Status Desired ( )**

**Name and Address of Current Registered Agent:**

JIMENEZ, JOSEFA  
2711 SW 118 CT  
MIAMI, FL 33175 US

**Name and Address of New Registered Agent:**

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE: \_\_\_\_\_

Electronic Signature of Registered Agent

\_\_\_\_\_  
Date

**OFFICERS AND DIRECTORS:**

Title: PD  
Name: JIMENEZ, JOSEFA  
Address: 2711 SW 118 CT  
City-St-Zip: MIAMI, FL 33175

Title: VD  
Name: HERNANDEZ, SIXTA  
Address: 2301 SW 127 COURT  
City-St-Zip: MIAMI, FL 33175

Title: AVD  
Name: GARCIA, CLARISSA J  
Address: 8561 SW 27TH ST.  
City-St-Zip: MIAMI, FL 33155

Title: SD  
Name: PENDAS, PAULA  
Address: 12341 SW 264 ST  
City-St-Zip: MIAMI, FL 33032

Title: EVP  
Name: CRESPO, ANTONIO M  
Address: 2711 SW 118 CT  
City-St-Zip: MIAMI, FL 33175

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 617, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: JOSEFA JIMENEZ

PRE

06/13/2010

\_\_\_\_\_  
Electronic Signature of Signing Officer or Director

\_\_\_\_\_  
Date